

DETENTION SUBCOMMITTEE  
FEBRUARY 2, 2009 MEETING MINUTES  
CONFERENCE CALL

<b>Present</b>	<b>Absent</b>	<b>Staff</b>
Paul Gabaldon, Chair	Carl Johnson	Chad Kewish
Elaine Grissom	Julie Ramirez	Katie Sage
Joe (Chuey) Eylicio		
Jolene Hefner		
Ellen Kirschbaum		
Fernando Matiella		
Randy Sullivan		

The meeting was called to order by Paul Gabaldon at 9:10 a.m.

**I. Welcome:**

- Paul informed the committee that Gil Contreras will no longer be a member of the Detention Subcommittee.

**II. Approval of Minutes:**

- Motion made by Randy Sullivan and seconded by Ellen Kirschbaum to approve the minutes from the December 2, 2008 meeting. Motion passed unanimously.

**III. Detention Academy Update (August and December):**

Summary of Discussion: Chad Kewish

December Detention Academy

- The December Detention Academy was held at the Judicial Education Center in Phoenix.
- Due to budget restraints, attendance was low with only 14 officers attending the academy.
- Evaluation scores were excellent and Chad observed a significant increase in scores from the August Academy.
- Chad informed the committee that one officer was required to leave the academy on the last day of training because he was having a difficult time staying awake. Chad explained that this behavior is not common and based on his experience with Detention and Probation Officer training, Detention Officers are usually very attentive in class. Chad informed the committee about the processes that are taken by staff and the AOC when an event such as this one occurs. He observed the participant and spoke with faculty and deans confirming that the participant was having a difficult staying awake during class. After speaking with the officer and his supervisor the decision was made to send the officer home.

Next Academy

- The next Detention Officer Academy is scheduled for April, 6 – 9, 2009 in Tucson. Participants will stay at the hotel with the best rate available and attend training at the Pima County Training Center, where the academy was held last year.

#### **IV. Update on PREA Train the Trainer**

Summary of Discussion: Chad Kewish

- Prior to the meeting Chad spoke to Mark Koch and Gil Contreras and he informed the committee that the Train the Trainer lesson plan is almost complete.
- The class will most likely be a 2 day training the first morning participants will receive training on PREA. After their initial PREA training approximately one hour will be reserved for participants to learn more about how their counties' policies will be affected by PREA and what to do in specific situations. The afternoon of the first day will provide participants with more detailed aspects of PREA and all information will be provided for them to take the training back to their county. The second day of training will be devoted to participants presenting sections of the PREA lesson plan.
- An outline has been developed with a "How to" component which breaks down the lesson plans step by step giving the facilitator guidance of what points they need to emphasize during training.
- The lesson plan is currently about six hours long and Chad suggested that some counties may want to break it up into three hour sessions in order to accommodate staffing needs.
- For the policy and procedure portion of the training Chad developed several scenarios in which the participants will need to break into small groups and determine how best to deal with each scenario while following their department's policies and procedures as well as determining which policies may have been violated.

**ACTION:** Chad will email committee members for feedback regarding the scenarios.

- Keep in mind that some scenarios are false and other are more reality based in order to see how the officer reacts to each situation. Also, there will be a disclaimer on the lesson plan in regards to adult language and sexual terms due to the nature of some of the scenarios.
- Fernando raised the concern about having officers attending Train the Trainer then having to teach a six hour class in their county. Chad stated that it was also discussed in the TTT workgroup and he suggested having someone available to travel to the counties and provide support for new faculty that will be teaching PREA.
- Elaine stated that the idea of having someone from AOC present during the initial training is a good idea. She suggested bringing up the issue at the next JAM Meeting.

**ACTION:** Ellen stated she would make sure the subject was on the next JAM agenda.

- Chad stated that he is anticipating a date sometime in May for the first PREA Train the Trainer that will be held at the Judicial Education Center.
- The PREA TTT lesson plan doesn't need to be approved by COPE.
- Paul asked who would be teaching now that Gil is no longer available. Chad offered his services to teach one section of the lesson plan. Paul mentioned that Diane McGinnis might be an option as faculty. Ellen also offered her services.

## **V. Update on Behavior Management Workgroup:**

Summary of Discussion: Paul Gabaldon

- Paul stated that since Carl was not present to address this topic it will need to be placed on the next agenda.

**ACTION:** Paul will contact Carl to see where the workgroup is at prior to the next meeting.

## **VI. Suicide Prevention and Intervention Train the Trainer:**

Summary of Discussion: Chad Kewish

- Chad informed the committee that he has been in touch with Jolene regarding the need for another Suicide Prevention and Intervention Train the Trainer. Mark Koch already agreed to travel to Yuma to do the training. Chad stated that he looked into utilizing CENTRA for this training, but due to the time it takes to develop it is no longer an option.
- The tentative dates for the training are March 15 – 19, 2009 in Yuma. Chad will send an email announcing the class when the firm dates are established.
- Elaine asked when the next Faculty Skills Development class be held so she could be sure to send officers to that prior to having them attend Train the Trainer. Chad stated the next FSD is the beginning of March, but also clarified that other than Defensive Tactics and Firearms, there is no rule in place that officers can't attend a Train the Trainer class prior to attending FSD. As long as both classes have been completed prior to the first time they teach a class.

## **VII. Detention Conference Update**

Summary of Discussion: Ellen Kirschbaum

- Ellen stated that she has not yet received any answers regarding the budget for a detention academy at this time. When she receives any information, she will inform the committee.

## **VIII. New Business**

Summary of Discussion: All

- Chad discussed current committee memberships. COPE has recommended reducing the size of committees in order to reduce costs. In order to follow COPE's recommendation the Detention Subcommittee will not be filling the vacancy left by Gil Contreras.
- Chad also stated that he has not heard from Julie Ramirez since she was added to the committee.
- Paul stated that the Handle with Care/Defensive Tactics workgroup will be meeting on February 18, 2009. George Owens, the workgroup chair, requested that Mark Koch be on the workgroup as well. Ellen stated that since Mark is the one who originally suggested Handle with Care, there may be a bias when it comes to finding alternative techniques. Mark will not be a member of the workgroup, but is always available as a resource on the subject.

**ACTION:** Chad will send the survey that Ellen designed to the committee for review.

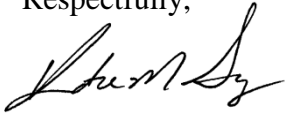
**ACTION:** Paul stated that he would contact Julie prior to the next meeting to determine if she still wants to be a member of the committee.

## **IX. Next Meeting**

- **Next meeting is a conference call set for April 13, 2009 at 9:30 a.m.**

The meeting adjourned at 10:15 a.m.

Respectfully,

A handwritten signature in black ink, appearing to read "Katie Sage", written in a cursive style.

Katie Sage

Minutes approved May 13, 2009